

George Holmes Bixby Memorial Library Minutes

April 3, 2014

Attendance: Deborah Rogers-Chair, Elizabeth Hunter –Treasurer, Kelly Marshall-Trustee, Paul Lawrence- Trustee, Robin Haubrich-Trustee, Mary Farrell-Children's Librarian, and Janet Hicks-Alternate Trustee

Meeting convened at 7:06

1. Minutes

- a. March 6, 2014 minutes were approved

2. Election of 2014/2015 officers

- a. Officers: Deb-Chair, Elizabeth-Treasurer, Robin-Secretary
- b. Standing Committees: Acquisitions-Jan and Robin, Building-Paul

3. Librarian's Report

- a. Stats down-probably weather related, too cold
- b. Monthly budget reviewed
- c. Cupcake Fundraiser-April 12th, 50 volunteers for cupcakes
- d. Hand dryers were installed by Bruce Harrington
- e. Confirmed coverage for library when Carol and Mary attend the NH Librarian's Conference in April
- f. Bookmarks are designed and estimated cost is \$150 for 500
- g. Automation is completed! (Deb made cookies in honor of Mary's dedication to the automation by calling her the "Queen of Bar Codes"!)
- h. Patrons will need to fill out an application, cards will be issued that they need to present upon checking out material, and will need to be renewed yearly. Financial reimbursement for missing material must be paid up in order to be issued a card.
- i. Ragtime piano program had 34 attendees
- j. Thank you for support of the budget
- k. A list of book review sites that Carol and Mary use to order books was shared

4. Children's Librarian's Report

- a. Dr. Suess Birthday Party with FES-15 children attended
- b. Reading with Riley-6 slots filled
- c. Tea for mothers of children born within the year may be hosted by the library
- d. Mary wrote and received a grant from the State Library for the kick-off for the Summer Reading Program.

5. Treasurer's Report

- a. Budget is in good order
- b. The \$3600 from the Foundation is still being sought. The use for the funds may come with a stipulation for its use.
- c. April 25 is the meeting with Wadell and Reed from 1-2. Trustees are invited to attend.

6. Updates and Announcements

- a. Deb reported no emails were sent to the trustees' email address on the library website.
- b. Librarian assistant position still remains open, Carol and Mary interview and recommend and the Trustees hire
- c. Paul is contacting Bill Triplett to see if he's be interested in being one of our active alternates (attending meetings when he can and adding value to the board including with on our perspective of patrons interests and needs). If he accepts, then there will be one more alternate position to fill, and Deb has made some overtures, through Stephanie Lee, to several young mothers.
- d. Annual Statewide Trustee Meeting is taking place on May 19, 2014
- e. Small Library Summit is on May 9, Carol is attending

7. Committee Reports

- a. Building
 - i. Paul has not heard back from PSNH in regards to the Energy Audit
 - ii. \$800 for the conference table that Scott Jenkins is making for use in the Red Room
 - iii. \$300 for book shelves-Paul St. Cyr is doing the work
- b. Acquisitions
 - i. Motion was made , seconded and approved to pay \$1,260 for 2 workers/2 days to repair the insulation in the attic
 - ii. Deb will contact Mark C. about chimney work
 - iii. Still looking for a space for the Sirkka Holmes Memorial
 - iv. Deb suggested having Carol use the Red Room as a work space until an office space is made
- c. Friends of the Library
 - i. Cupcake Fundraiser is organized and it is ready to go on

8. Public Comment

- a. None

Adjournment: 8:20 PM

Next Meeting: **Thursday May 1, 2014 @ 7:00**

Respectfully submitted,

Kelly B. Marshall

